



Position Announcement

The United States Peace Corps program in Kosovo seeks a qualified and motivated candidate for the following short-term position (**19-May-2014 thru 29-August-2014**):

TEFL Technical Trainer

The United Peace Corps is a non-political, non-religious organization, which will bring American Volunteers to Kosovo to teach English and to work with Municipalities and NGOs. The Peace Corps is an agency of the United States Government and was founded by President John F. Kennedy in 1961. General information about Peace Corps can be found on www.peacecorps.gov.

Under the supervision of the Program Manager (TEFL PM), the **Technical Trainer** works closely with TEFL PM and Training Manager to design, plan, and implement the technical component of the Pre-Service Training (PST) for the Peace Corps Trainees (PCTs) in a training site outside of Pristina. The Technical Trainer also serves as an on-site cross-cultural facilitator.

THIS POSITION WAS ORIGINALLY ADVERTISED THROUGH MARCH 11TH. IT IS NOW OPEN UNTIL SUNDAY, MARCH 30TH. IF YOU HAVE ALREADY APPLIED FOR THIS POSITION, YOU DO NOT NEED TO RE-APPLY.

Responsibilities:

- Oversees the delivery of classroom lectures, sessions and activities.
- Contacts and schedules guest speakers.
- Designs and supervises practicum, community activities and technical assignments.
- Assists TEFL PM in developing professional materials, handouts, and resource books
- Helps PCTs better understand their experience of working and living in local communities.
- Provides support to Trainees in their integration and cultural and professional adaptation into Kosovar communities.
- Provides input into the design of technical and cross-cultural curriculum/sessions and assists in the assessment of Trainee progress in technical training.

Requirements:

- ✓ University degree in language or language education, experience supervising teachers, curriculum development experience;
- ✓ Strong training skills; ability to work as a member of a training team and to interact with diverse Trainees;
- ✓ Understands Kosovo public school structure
- ✓ Has experience training teachers
- ✓ Flexibility; good counseling skills
- ✓ Fluency in Albanian and English required; conversational in Serbian is also highly desired.
- ✓ Minimum of two years experience teaching a foreign or second language;
- ✓ Ability to think independently with little supervision; willing to learn new approaches and tolerate flexible working hours;
- ✓ Personal integrity, strong cross-cultural skills, good interpersonal skills, and the ability to work in a busy and intense team environment;
- ✓ Flexibility for short overnight stays in the training community during the Pre-Service Training period

This position has a salary range of €4,000 – €4,200 for the period of performance. No other benefits are provided.

Important! Qualified and interested candidates should send a description of their qualifications and CV by e-mail to kosovopc@peacecorps.gov. **The SUBJECT LINE of this email MUST state: Application for TEFL Technical Trainer.** Hard copies of applications will not be accepted.

Closing date: applications must be received **no later than midnight, Sunday March 30th to be considered.**
No phone calls or personal visits related to this vacancy will be accepted. Only short-listed candidates will be contacted.

The Peace Corps is an equal opportunity employer.